



Comparison of Windows- Client, Web-Viewer & Mobile- App

Version 3.6.1

Comparison of Windows-Client, Web-Viewer & Mobile-App

| Function / property | Windows-Client | Web-Viewer | Mobile-App |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|--------------------------------|
| Platform & technology | | | |
| System platform | From Windows 8, 32- and 64-bit | All operating systems & browsers (except Safari under Windows & IE) | From iOS 11 & Android 5.1 |
| Scanner | TWAIN, network scanner | No | Smartphone camera |
| Range of functions | | | |
| Capture of paper documents | Integrated scan importer with manual tagging options, autoscan with OCR-based rules, monitored folders for network scanners | No | Smartphone camera |
| Setting of file documents (see supported file types) | Windows context menu "send to", directly from MS Word and Excel, monitored folders, directly from Open Office, drag & drop | File manager, drag and drop | File manager |
| Setting print jobs | Printing from application on archive printer, GUI with tagging options, direct printing without GUI in target archive, simultaneous paper output (e.g. for automatic ERP archiving) | Print from browser to archive printer | No |
| Setting up emails | Integration in Outlook with many setting options (manual or automatic, received / sent mails, with / without attachments, etc.), integration in Exchange, support of Tobit, Notes, Thunderbird and other eml or msg-based systems, Drag and drop | Import of the .msg / .eml file | Import of the .msg / .eml file |

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|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Full text research | Yes | Yes | Yes |
| Keyword search | Yes | Yes | Yes |
| Status search | Yes | Yes | Yes |
| Search by period | Yes | Yes | Yes |
| Combinatorics | All search fields can be combined (logical AND, OR, NOT) | All search fields can be combined (logical AND, OR, NOT) | All search fields can be combined (logical AND, OR, NOT) |
| Bookmark | Yes, users and administrators can save / preset frequently used queries. Management via graphical front end | View / run only | View / run only |
| "Forward / Backward"-function in the search | Yes | No | No |
| Standard document functions | Miniature document view, large page preview, rotate document, cut edges, straighten, zoom, print, send by e-mail, edit original, store revision-proof, link, move, classify and tag | Large page preview, rotate document, straighten, zoom, print, send by e-mail, store revision-proof | Large page preview, rotate document, straighten, zoom, print (third party provider), send by e-mail, store revision-proof |
| E-mail delivery | MAPI & SMTP | Yes | Yes (Third-Party) |
| Generate and monitor workflows | Yes | Yes | Yes |
| Automatic notification of new tasks, as well as missed deadlines for tasks / workflows | Yes, via the hot search pop-up | Yes, via the global title bar | Yes, via the global title bar & operating system status bar |
| Annotations: Notes, pens, highlighters, lines, stamps, etc. | Extended, automatically searchable notes, multiple layers with release / authorization mechanism | View only | View only |

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|--------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-------------------|-------------------|
| Detailed document history | Yes | Yes | Yes |
| Private annotations | Yes | View only | View only |
| Free text discussion on each document | Yes | No | No |
| Subscribe to documents | Yes, with automatic notification of changes | Only notification | Only notification |
| Versioning of files (Office, CAD, etc.) with SVN | Yes | No | No |
| Create, track, display links | Yes | View only | View only |
| Auto-complete, suggestion lists | Yes | No | No |
| Export to Excel / Open-Office / CSV for easy creation of reports, for example | Yes | No | No |
| Checking out documents for exclusive editing | Yes | No | No |
| Vacation replacement / absence replacement | Yes | Yes | Yes |
| Comment field task list / Workflow | Yes | Yes | Yes |
| Not audit-proof / audit-proof function for some file types | Yes | No | No |
| Generation of standalone archives (offline database, self-supporting archives) | Yes | No | No |
| Master data management for easy tagging | Yes | No | No |
| Letter paper can be shown / hidden | Yes, with different sheets for 1st / 2nd - nth page, multiple stationery can be configured per archive | No | No |

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|---------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------|
| Multilingual ability | Yes | Yes | Yes |
| Business logic & automation | | | |
| Automatic capture | Yes, e.g. one-click batch scan with barcode sticker / separator sheet, file capture via monitored folder, automatic print data transfer, etc. | No | No |
| Advanced business intelligence | Integration of plugins allows specific business processes to be scripted easily. Ready-made scripts for many industries are already available | No | No |
| Usability client application | | | |
| Handling | Mouse & keyboard (abbreviation) | Mouse & keyboard (abbreviation) | Touch operation & gestures |
| Position storage and restoration of all windows and buttons | Yes | No | No |
| Multi-screen capable | Yes | Yes | No |
| Keyboard operable | Yes | Yes | No |
| Quick help | Yes | Yes | No |
| Document editor as an independent application, ie you can view, compare and edit several documents at the same time | Yes | No | No |
| Freely definable result lists | Yes, the column and sorting order is saved for each archive per user | Yes, max. 10 properties | Yes, max. 3 properties |

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|--------------------------------------------|--------------------------------------------------|----------------------------------------------------------------------------|----------------------------------------------------------------------------|
| Notes etc. directly from the main mask | Yes | No | No |
| Presentation of document-specific metadata | Directly in the search / display area | In a separate info container | In a separate info container |
| Workflow display area | All functions & information combined in one area | Most important information + extended options in a separate info container | Most important information + extended options in a separate info container |
| Empty search | Using two quotation marks ("") | Via context menu or main menu | Via context menu |
| Absence display area | Via the main menu | Via the main menu | Via the navigation |
| Document preview loading behavior | All pages automatically | Selected page + previous & next page | Selected page + previous & next page |
| Document preview quality | Original resolution | Automatically adapted to bandwidth or manually | Automatically adapted to bandwidth or manually |
| Licensing & Services | | | |
| License costs | None | None | None |
| Administrator & user training | Yes | Yes | Yes |

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